

VILLAGE OF PORT EDWARDS
Port Edwards, Wisconsin

COMMITTEE: Finance & Human Resources

DATE: September 7, 2017

TO: JOSEPH ZURFLUH

cc: JOHN BINGHAM
DANA DUNCAN
LUANN MARTINSON
WFHR/WGLX
JENNIFER IVERSON

ERIK SAYLOR
SUE MITCHELL
TIARA GRUNDEN
DIANE TREMMEL
JIM LEISER

JP LACHAPELLE
DAILY TRIBUNE
RICK PIETTE
JIM SCHUERMAN

Purpose of Meeting: Regular Monthly Meeting

Attendance: L. Martinson, S. Mitchell, J. Bingham, J. Zurfluh & D. Tremmel

Absent: None

Citizens: Jason Leverance, Tiara Grunden, Kim Holcomb, Delno Stewart, Todd Trader (MSA) and Dan Hobbs (MMDM)

Subjects Discussed, Action Taken, and Board Action Required:

Meeting called to order at 5:00 p.m.

1. **Public comments:** None
2. **Committee Chairman's comments:** Chair Martinson introduced Rick Bakovka of Regional Economic Growth Initiative (REGI), who gave an update on REGI's role in the region. REGI is a group originally funded by a grant from the Incourage Foundation and exists due to a combination of public and private funds. Mr. Bakovka spoke about the YMCA moving its facility to Wisconsin Rapids and how REGI could help with repurposing the YMCA building in the Village. He spoke briefly about the former mill property and how REGI was instrumental in obtaining the \$4,000,000 to be approved for Alexander Airport from the State budget to provide improvements to the airport. He spoke about the opportunities that Sand Valley has presented for the surrounding areas. REGI provides communication between the parties involved in economic development. He stressed the importance of having a strategic plan and stated that the City of Nekoosa would like someone from the Village to attend their strategic planning meetings.
3. **Review monthly bills, journal entries for previous month and financial reports:** Motion to the Board to approve payment of the bills. Motion to the Board to approve journal entries for the previous month.
4. **Discuss and take action on Multi-Metro Deer Management reimbursement request.** Motion to the Board to pay the Multi-Metro Deer Management \$20.00 per deer harvested this season.
5. **Discuss and take action on any vacancy in positions or position responsibilities created by Village Board action of September 5, 2017.** Chair Martinson stated that the Village Board took action on September 5, 2017 and will be seeking to replace the Village Administrator. During the interim, the Village needs a plan to move forward. Scott Harrington of Vandewalle & Associates is very knowledgeable and has experience as an administrator. She believes he would be a good choice to provide services during the interim period. He would act as interim administrator for \$5,000 a month for three visits per month. The Village would require a breakdown of his visits and the work he is performing. His first visit would be about 9:30 a.m. next Wednesday, September 13, 2017. Motion to the Board to employ Scott Harrington of Vandewalle & Associates as interim administrator at \$5,000.00 per month for three visits per month.

Also spoke with Lorelei Fuehrer about doing the building permits including commercial permits. The inspections would still be done by the City of Wisconsin Rapids. She would be paid \$50.00 an hour plus 10% of the building permit fees.

Motion to the Board to employ Lorelei Fuehrer to handle the building permits at \$50.00 an hour plus 10% of the building permit fees.

The Finance and Human Resources Committee will select three candidates for the Administrator position and then present them to the Board for second interviews. Richard Downey, Administrator of the Village of Kronenwetter would be asked to assist with the interview process at no cost.

6. *Discuss and take action to increase the Village Secretary position hourly wage by \$1.00.* Motion to the Board to increase the Village Cashier/Secretary position hourly wage by \$1.00.

7. *Correspondence received:* None

8. *Any items properly brought before the committee:* None

9. *Set next meeting date:* Thursday, October 5, 2017 at 5:00 p.m.

Meeting adjourned at 6:30 p.m.

LuAnn Martinson, Chairman

Minutes taken by: Diane Tremmel, Clerk-Treasurer